

DRAFT  
04/08/22

Summonses to the meeting of Sampford Peverell Parish Council to be held in the committee room at the Memorial Hall, Lower Town on 4 August 2022, starting at 7.00 pm, were distributed with the agenda and posted on the website 27 July 2022.

## **Minutes of the Meeting of Sampford Peverell Parish Council held on 4 August 2022**

Present:

Councillors H Culpin (Vice-Chairman), T Burt, B O'Connell, S Taylor and A Williams and S McGeever (Clerk).

In the absence of the Chairman, Cllr Cutts, Cllr Culpin opened the meeting and welcomed those present.

### **2022/23/004/1 - Public Open Forum**

No members of the public were present.

### **2022/23/004/2 - Apologies**

Apologies had been received from Councillor Cutts (Chairman), Castle and Perks.

### **2022/23/004/3 – Declarations of Interest**

There were no declarations of interest.

### **2022/23/004/4 - Approval of the Minutes of the Annual Parish Council Meeting held on 18 July 2022**

It was RESOLVED that the minutes of the meeting held on 18 July 2022 were a true record of proceedings and they were duly signed by the Vice-Chairman.

### **2022/23/004/5 - AGAR 3 – Correspondence received on whether or not to claim exemption from having a review performed under the limited assurance regime and possible signing of a Certificate of Exemption**

Due to the unavoidable absence of the Chairman, it was RESOLVED that the Vice-Chairman would be designated as Chairman should any official documentation require signature.

The Clerk referred to the correspondence received from the External Auditor asking the Parish Council if they wished to sign the Certificate of Exemption given that both income and expenditure were under the £25,000 limit.

On the information received from the previous Clerk, it had appeared that the Parish Council had had the review performed under the limited assurance regime at a cost of £200 plus VAT each year. Given this, the Parish Council had duly signed the paperwork for the limited assurance regime and the Clerk had submitted it to the External Auditor.

On this occasion, however, due to the sums involved, the Parish Council did have the opportunity to sign the Certificate of Exemption and not have the review carried out. Signing the Certificate of Exemption would mean that no payment was necessary.

It was noted that whilst the funds for the works to the Public Convenience had been received in 2020/21, the cost of the refurbishment fell in the financial year 2022/23.

It was RESOLVED that the Parish Council would sign the Certificate of Exemption for the financial year 2021/22 and the document was duly signed by the Vice-Chairman acting as Chairman.

**2022/23/004/6 - Any other matters by leave of the Chairman or the delegate Chair**

Given possible objections to the recently received planning applications, it was RESOLVED that extensions would be sought so that the details of the applications would appear on the agenda for the September meeting and thus allow parishioners to make comments in the Open Forum.

**Action:** Clerk

It was felt that planning applications and decision notes should be listed on the agenda as opposed to being produced under a separate document for ease of discussion and for the benefit of parishioners.

**2022/23/004/7 - Next meeting of the Parish Council**

The date of the next full meeting of the Parish Council was confirmed as Monday, 19 September 2022 at 7pm in the Committee Room of the Memorial Hall.

Signed \_\_\_\_\_ Date \_\_\_\_\_